The State Controller's Office (SCO) has discovered a concern with the printing of this months' Time and Attendance Report, Form 672. If you need to request a Form 672 reprint, please email PPSDSACS@sco.ca.gov. In the email, please include the following information:

- Pay period
- Agency code
- Unit (please specify the unit(s) or <u>ALL</u> units)
- Payroll cycle(s) (Master, Semimonthly: 1st half or 2nd half, Biweekly: please specify a, b, c, d, or e)

We apologize if this has caused you any inconvenience and appreciate your patience. If you have any additional questions please email PPSDSACS@sco.ca.gov or contact the SCO's Statewide Customer Contact Center at (916) 372-7200.